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INTELLIGENCE COMMUNITY STAFF

Staff Announcement

19 January 1982

Designation of Publications Officer

1. Effective 13 January 1982, the Administrative Staff will assume responsibility for providing assistance in preparation and production of Intelligence Community Staff publications. Also effective 13 January 1982, [redacted] is designated as the ICS Publications Officer.

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2. The ICS Publications Officer will provide the following services to the ICS components upon request:

- a. technical editing;
- b. preparation and coordination of the printing and binding of publications (including formatting, layout, cover design and graphics assistance);
- c. review of printing proofs and guidelines for dissemination; and
- d. preparation of viewgraphs, charts and other briefing aids.

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[redacted]
Director, Intelligence Community Staff

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